

July 19, 2007

The Board of Public Works & Safety met on the above date at 4:00 p.m. in the Meeting Room at City Hall Annex with Mayor Knowles presiding and members Askren and Williams attending. Others attending were Chief Beloit; Comm. Epison; Supt. Givens; Chief Reese; GIS Analyst Andrews; and Attorney Funkhouser.

Mayor Knowles called the meeting to order by stating members were mailed or hand carried copies of the minutes of their previous meeting and by asking if there were any corrections or additions. She added if not, she entertains a motion to waive their reading and to approve the minutes as presented.

Board member Williams moved the reading of the minutes be waived and they be approved as presented. Seconded by Mayor Knowles, who then stated the motion carried unanimously.

Mayor Knowles requested action on the claims presented.

Board member Askren moved the claims presented be allowed for payment. Seconded by Board member Williams.

Mayor Knowles stated all those in favor of the motion should signify in the affirmative; and following the vote, she reported the motion carried unanimously.

\*\*\*\*\*CLAIMS\*\*\*\*\*

Mayor Knowles stated they will now hear the reports of the Departments.

Chief Beloit stated he has no report.

Mayor Knowles asked if there were any questions ?

There were none.

Comm. Epison stated he would to start off by thanking the workers at the Street Department for all of their hard work this past week. He continued by stating they have had work going on all over the city and they have done a great job keeping up and getting it done. He added they have been doing paving, road maintenance, and laid down the old asphalt chippings in some of the alleyways. He stated by using the old asphalt chippings, they actually saved the city around \$10,000; and if the city continues to do this over the next five to ten years, they will have all the alleys in town done. Again, he stated, kudos to the Street Department.

Comm. Epison continued his report by stating they have televised the line in the 200 block of Mulberry Street, the line that runs under the sidewalk. He added it looks good to the north and he may possibly be able to sleeve it with a plastic line; but as the line goes south of the hole, it is completely filled with dirt. He stated the VacCon truck even was sent down to see if it could open it up more, but it couldn't. A camera won't be able to show anything either, as it can't get down the line and the catch basin is also filled with mud. He stated they really need to get in there and do some excavation and install a 12" line, a tree will also have to be removed. He added he has been trying to get in touch

with the homeowner about removing the tree, but has not been successful. He then stated if the tree is not removed, it will be very costly to work around it. He added hopefully by the next meeting he will have some itemized quotes for the entire project. He then asked the Board if there are any other/different steps he should take ?

Mayor Knowles replied it sounds as if he has done due diligence in trying to get in touch with the homeowner and at this point then, the Board will simply wait for the quotes to be presented.

Board member Williams added Attorney Funkhouser how they should proceed if Comm. Epison is not able to get in touch with the homeowner ?

Attorney Funkhouser replied he will have to look into that, he is not sure.

Comm. Epison added the tree is a dying tree as well.

Board member Williams asked that he continue to try to get in touch with the homeowner nevertheless.

Comm. Epison stated he would like the Board's permission for himself and Asst. St. Comm. Miller to attend the Annual Street Commissioner's Convention in Jeffersonville, August 21-23. He added they will also need a hotel for three nights as well as permission to take the city vehicle and use the city credit card.

Mayor Knowles asked if there were any questions ?

Board member Williams moved permission for both to attend and use the city vehicle and credit card is given. Seconded by Mayor Knowles, who stated all those in favor of the motion should signify in the affirmative; and following the vote, she reported the motion carried unanimously.

Comm. Epison continued his report stating a month or so ago when they did the annual tree removal, he presented the Board with two quotes, both from local contractors. He added the contractor that was not chosen at that time has since hurt himself pretty severely and is not able to perform any work at the present time. He now has a list of more trees that he would like to remove before school starts and would like permission to use the contractor they had previously used for the annual tree removal this year. He added he would like to have them submit a quote to the Board at their next meeting. He then stated he has plenty of money in his contractual services line this year to afford to take down some additional trees.

Mayor Knowles added there are several dead trees out around town.

Comm. Epison agreed and added especially on W. 8<sup>th</sup> Street.

Mayor Knowles replied there are several on E. 10<sup>th</sup> Street as well. She then stated she has no problem with his proceeding.

Board consented.

Comm. Epison concluded his report by stating he would like to purchase a piece of equipment that the Street Department, as well as the Sewer Department, could get plenty of use out of – a smoke tester. He added he needs the machine for manhole work and to test for I & I. He stated the tester and pail of liquid smoke that he is looking at is on the flyer he passed out to the Board, though that is the only quote he has at this time.

Mayor Knowles agreed both utilities could use this.

Comm. Epison added that with no camera to televise the lines, it is really hard to tell about certain issues.

Board member Askren asked if the two could split the cost ?

Mayor Knowles replied the total cost is only \$1,900.00. She then stated that with the issues with combined sewers, the sewer department could really use this.

Comm. Epison stated he can afford to pay the entire amount out of his budget this year. He then stated they are having issues with streets caving in again, W. 2<sup>nd</sup> Street right in front of the Street Department, and College, right in front of the Water Works.

Board member Williams stated as far as the smoke tester goes, he would like to wait until after Supt. Givens gives his report before taking any action on the request.

Comm. Epison stated as far as the cave ins go, he may need to block W. 2<sup>nd</sup> Street in order to do some digging and investigation.

Mayor Knowles replied there really is no other way.

Board consented to the digging.

Mayor Knowles asked if there were any questions ?

There were none.

Supt. Givens started his report by stating along with their new permit requirements are mercury testing, which has to be done six times a year. He stated he would like to change firms to a cheaper lab that even actually will come to the plant and do the samples on site. He added by doing this, there will be a potential savings of \$1,000 per year.

Mayor Knowles stated that is fine with her.

Supt. Givens continued by stating every year Underground Utilities has a training class on safe digs, etc. and this year it will be on July 24 in Evansville. He stated he would like permission to attend, along with Mr. Moss, Mr. Carroll, and Mr. Osborne; and take the city vehicles.

Comm. Epison added he forgot to ask permission to attend, but he would like to also attend, along with five other employees and take the city vehicles.

Supt. Givens added it is from 7:30 to 9:30.

Comm. Epison added the class provides good safety training.

Mayor Knowles added it is a good idea.

Board consented for all to attend and take city vehicles.

Supt. Givens then stated in Indianapolis on August 15 there will be an overview of the Long Term Control Plan and he would like to attend. He added this is just an overview of the process, not the actual city's LTCP. Plus, he stated, this is an opportunity to get his CEU's, which he needs. He added the cost is \$70.00 and a lot of the material relates to storm water issues. He added he has also reserved two rooms at the Marriott.

Comm. Epison stated Asst. St. Comm. Miller could possibly attend, he has a prior engagement.

Mayor Knowles moved they have consent to attend, with Asst. St. Comm. Miller filling the empty slot and using the city credit and vehicles. Seconded by Board member Williams.

Mayor Knowles stated all those in favor of the motion should signify in the affirmative; and following the vote, she reported the motion carried unanimously.

Supt. Givens continued his report by stating a few meetings ago they had discussed laterals. He got on the internet and looked up ordinances of other communities on how they handle their laterals but really found nothing clearly stated. He did state that he spoke with an employee in Jasper, IN and found that they do the same procedures the city does, but they also have a camera. He added the Sewer Department once had a smoke tester, it is a decent thing to have.

Mayor Knowles stated they had talked before about getting a camera, at the beginning of her administration. She added at that time, they had discussed there was such a wide range of cameras, they need to determine their needs.

Supt. Givens stated he is talking with Best Equipment about coming to do a demonstration. He added he feels he needs a push camera as well as a remote camera.

Board member Williams asked if the Street Department could also use a camera ?

Comm. Epison replied definitely.

Board member Williams thought they could possibly split the cost on both the camera and the smoke tester.

Mayor Knowles suggested Supt. Givens get with Mr. Parsley from Best Equipment and as for a range on both types of cameras and see if he could come down and do a demonstration, which would be great. She added at that time, they can then decide what they actually need.

Supt. Givens stated he will get in touch with Mr. Parsley.

Mayor Knowles agreed it is a great idea and asked if the Street Department will then pay for the smoke tester ?

Board member Williams suggested they split the cost on both pieces of equipment.

Supt. Givens suggested the Street Department pay for the smoke tester and if the Sewer Department has a need for it, they will reimburse the Street Department for half of the cost.

Board member Williams moved the Street Department be permitted to purchase the smoke tester. Seconded by Board member Askren.

Mayor Knowles stated all those in favor of the motion should signify in the affirmative; and following the vote, she reported the motion carried unanimously. She then asked if there were any questions ?

There were none.

GIS Analyst Andrews stated he has no report.

Mayor Knowles stated she is sorry to report that Mr. Andrews has resigned and Friday is his last day.

Board member Williams added it is the city's loss, he has done a great job.

Mayor Knowles agreed and added he has done a tremendous job and she has enjoyed working with him. She then stated she appreciates all of his hard work and everything he has done.

Board member Askren agreed.

Mayor Knowles asked if there were any questions ?

There were none.

Chief Reese stated he has no report.

Mayor Knowles asked if there were any questions ?  
There were none.

Mayor Knowles asked if there were any Legals ?

Attorney Funkhouser replied he has none.

Mayor Knowles stated she would like to update the Board on the letter that was written to Triad about their billing. Oddly enough, she stated Triad came to see her this week and they are saying the city has paid nothing on the LTCP. She added that is wrong, the city has paid at least \$23,500.00 and the only amount in question is the additional \$1,500.00. She added she and Supt. Givens found the invoices for the amount the city has paid. So, Triad is going to look into things a little further and get back with us.

Mayor Knowles asked if anyone in the Audience wished to address the Board ?

There was no response.

Mayor Knowles stated under Old Business, they have not taken action yet on the job descriptions. She wondered if they were still waiting on Council input ?

Clerk-Treasurer Wolfe stated she had some issues with the descriptions for her department. She added she has two deputies and there is only a job description for one of them.

Board member Williams asked that they put on the Agenda for approval at the next meeting.

Mayor Knowles continued with Old Business by stating she had to make application for the SRF loan for the LTCP project. She stated a finance person and bond counsel had to be selected and she recommended London Witte for finance since they are familiar with the utilities finances, and Bose McKinney for the bond counsel, since the local attorneys are not certified bond counsel. She added again, this project *has* to be done and the state does not care how or if the city gets the money to do it. It will be done.

Board member Williams moved approval to enter into agreements with London Witte and Bose McKinney is given. Seconded by Mayor Knowles, who then stated the motion carried unanimously.

Mayor Knowles stated as Board member Williams is on the Area Plan Commission, she can inform the Board they have begun the process for a grant through the CDBG which will fund a comprehensive plan for the entire county as well as the city. She added there will be a public hearing at City Hall on August 9 at 3:30 p.m. concerning the comprehensive plan and they will be making application on August 31.

Mayor Knowles continued with Old Business by stating she has been receiving calls and comments that people want to see progress on the riverfront before the end of the year – demolition, etc. She added she has talked to a gentleman that is willing to take the old yellow building away for free.

Board member Williams asked if she said FREE ?

Mayor Knowles replied yes, he wants to take it and use it on his property somewhere else. She added he wants to start soon and felt it would only take him four weeks for the

entire process. She stated after the building is gone, they will have to have someone come in and demolish the concrete.

Board member Williams suggested Mayor Knowles move forward on this.

Board member Askren agreed.

Board consented to proceed with the removal of the building.

Mayor Knowles added the gentleman has the proper paperwork and proof of insurance.

Board member Williams questioned the status of the parking meters ?

Mayor Knowles replied there are still some left and they are being stored at the old dog pound.

Mayor Knowles asked if there was any further Old Business ?

There was none.

Mayor Knowles asked if there was any New Business ?

There was none.

Mayor Knowles stated if there were no further business, she entertains a motion to adjourn.

Board member Williams moved the meeting be adjourned. Seconded by Board member Askren.

Mayor Knowles stated all those in favor of the motion should signify in the affirmative; and following the vote, she reported the motion carried unanimously and adjourned the meeting.

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Rosemary L. Knowles  
Mayor

ATTEST:

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Cristi L. Wolfe  
Clerk-Treasurer